

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

1

9

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 10/31/2013		2. CONTRACT NO. (If any) EP-W-10-055		6. SHIP TO: a. NAME OF CONSIGNEE HPOD	
3. ORDER NO. 0066		4. REQUISITION/REFERENCE NO. PR-OSWER-13-00214			
5. ISSUING OFFICE (Address correspondence to) SRRPOD US Environmental Protection Agency Superfund/RCRA Regional Procurement Operations 1200 Pennsylvania Ave, NW Washington DC 20460				b. STREET ADDRESS US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R	
				c. CITY Washington	d. STATE DC
				e. ZIP CODE 20460	
7. TO: a. NAME OF CONTRACTOR EASTERN RESEARCH GROUP, INC.				f. SHIP VIA	
b. COMPANY NAME				8. TYPE OF ORDER <input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY	
c. STREET ADDRESS 110 HARTWELL AVENUE				REFERENCE YOUR: Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	
d. CITY LEXINGTON				e. STATE MA	f. ZIP CODE 024213136
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE ORCR	

11. BUSINESS CLASSIFICATION (Check appropriate box(es)) <input type="checkbox"/> a. SMALL <input checked="" type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h. EDWOSB				12. F.O.B. POINT Destination	
13. PLACE OF a. INSPECTION Destination		b. ACCEPTANCE Destination		14. GOVERNMENT B/L NO.	
				15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	
				16. DISCOUNT TERMS	

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	DUNS Number: 112947395 Task Order Title: Communications Outreach and Support The terms and conditions of contract EP-W-10-055 are hereby incorporated by Continued ...					

SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
	21. MAIL INVOICE TO:						
	a. NAME RTP Finance Center						\$111,084.00
	b. STREET ADDRESS (or P.O. Box) US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive						\$111,084.00
c. CITY Durham			d. STATE NC	e. ZIP CODE 27711		17(i) GRAND TOTAL	

22. UNITED STATES OF

AMERICA BY (Signature)

23. NAME (Typed)

Rayna Brown

TITLE: CONTRACTING/ORDERING OFFICER

**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NO

2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER 10/31/2013	CONTRACT NO. EP-W-10-055	ORDER NO. 0066
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ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
0001	<p>reference.</p> <p>The Contractor shall perform services in accordance with the attached Statement of Work (SOW) dated 07/24/13 (6 pages) and the Contractor's proposal dated 08/16/13 in the amount of \$111,084.00.</p> <p>The task order total obligation/funding ceiling is established at \$111,084.00, which the Contractor is not authorized to exceed. Any expenditure above this amount is at the Contractor's own risk.</p> <p>The task order total ceiling price is \$111,084.00. This task order is hereby fully funded.</p> <p>The period of performance, which exceeds the end date for the base contract's performance period, is established pursuant to the Indefinite Quantity (FAR 52.216-22) (OCT 1995) clause.</p> <p>This is a time-and-materials (T&M) task order.</p> <p>Services rendered under this task order are non-severable.</p> <p>TOPO: Sheretta Harris Admin Office: SRRPOD US Environmental Protection Agency Superfund/RCRA Regional Procurement Operations 1200 Pennsylvania Ave, NW Washington DC 20460 Period of Performance: 10/31/2013 to 09/30/2015</p> <p>To support"ORCR Communication and Web". (E Publication)</p> <p>To support"ORCR Communication and Web". (E Publication) Continued ...</p>				111,084.00	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$111,084.00

**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NO

3

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DATE OF ORDER	CONTRACT NO.	ORDER NO.
10/31/2013	EP-W-10-055	0066

ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	<p>Accounting Info: 13-14-B-31C-302DA1-2585---1331CPP009-0 01 BFY: 13 EFY: 14 Fund: B Budget Org: 31C Program (PRC): 302DA1 Budget (BOC): 2585 DCN - Line ID: 1331CPP009-001 Funding Flag: Complete Funded: \$111,084.00</p> <p>The obligated amount of award: \$111,084.00. The total for this award is shown in box 17(i).</p>					

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$0.00

AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 348 (Rev. 4/2006)
Prescribed by GSA FAR (48 CFR) 53.213(f)

Communications Outreach and Support

Background

The Communications Office in EPA's Office of Resource Conservation and Recovery (ORCR) is responsible for the proactive outreach and the reactive press responses covering the broad world of Reduce, Reuse, Recycle. ORCR's areas of interest include municipal materials management – composting, curbside recycling, electronics recycling; regulating hazardous wastes; permitting disposal facilities; environmental education; and reaching out to tribal and environmental justice communities. ORCR's regulatory authority comes from the Resource Conservation and Recovery Act.

TASK 1 Environmental Education and Training

Environmental Education and ORCR Outreach Products

The contractor shall update ORCR's environmental education initiative documents or other ORCR outreach activities to include the revised office name and website. It is anticipated that updates will include, but are not limited to the following documents:

- The Lifecycle of a Soccer Ball;
- The Lifecycle of a Cell Phone;
- Pack a Waste Free Lunch;
- Tools to Reduce Wastes in Schools;
- Planet Protector's Create Less Waste in the 1st Place
- Planet Protector's Follow that Trail
- Planet Protector's Trash and Climate Change
- Planet Protector's Case of the Broken Loop

The products shall follow the "theme" of the campaign or activity as to design, format and message. Development of these products requires research, writing, content and copy editing, graphics production, illustration, layout and design, and expertise in composition, desktop publishing, and preparation of materials for GPO printing, and internet-ready 508-compliant files, and assisting with identification of target audiences and avenues of distribution.

Deliverable	Schedule
Contractor will meet with TOCOR to discuss publication concept, which includes audience, message format, tone and required research.	Within 5 working days after task order is awarded
Contractor shall submit research analysis to the EPA TOCOR	Within two weeks following the initial meeting
The contractor shall submit to TOCOR outlines, interim first draft and/or artwork as specified in the TD	Within three weeks from receipt of TDD from EPA TOCOR w/ORCR's comments
The contractor shall submit to TOCOR outlines, interim second draft and/or artwork as specified in the TD	Within two weeks from receipt of TDD from EPA TOCOR w/ORCR's comments on first draft
The contractor shall submit to TOCOR outlines, third draft , mock-up, and/or artwork as specified in the TD (as needed)	Within two weeks from receipt of TDD from EPA TOCOR w/ORCR's comments on second draft
The contractor shall submit to TOCOR camera ready materials	Within two weeks from receipt of TDD from EPA TOCOR w/ORCR's comments
The contractor shall submit internet ready materials which includes computer disks containing the metadata record and the final product in PDF	Within one weeks of delivery of camera ready materials.

Deliverables

All products within this and other publication development tasks must adhere to the above production schedule, unless agreed otherwise by the TOCOR and contractor. At the request of the CO or as directed in the TOCOR, the Contractor shall submit deliverables on compact disc (CD), by electronic mail (email) or on other digital media as requested. The digital media shall be PC-compatible and labeled to indicate: name of deliverable, contractor name, contract number, date written and indication of draft or final version.

When creating a product, the only fonts allowed for use are the default fonts provided by Microsoft Office*, and any other fonts included in the list (see attachment). If contractor uses fonts besides the ones found on this list, the

contractor will be required to correct the fonts without charging for the hours spent on correcting the fonts.

***Font file can be sent electronically to contractor if requested.**

EPA TOCOR shall review the contractor's work on a particular brochure, booklet, newsletter, article, flyer, report, summary of a report, or environmental fact sheet, and provide comments. **The contractor will provide the working files used to create the product (in Adobe Creative Suite CS 5 or below) as requested so that the file can be opened and edits can be made as needed by the TOCOR (Native files).** The TOCOR will then authorize the contractor to proceed to the next step (e.g., second draft).

TASK #2 - Updating interactive features on current website so it can run on the new Drupal CMS.

The Vendor shall develop an interactive version of the Planet Protector's kit:
<http://www.epa.gov/waste/education/kids/planetprotectors/index.htm>

The kit will include content and activities from the following:

Case of the Broken Loop (PDF)

Follow That Trail! (PDF)

Planet Protectors Create Less Waste In the First Place (PDF)

Detective Training (Hidden Hints, Material's Lineup, P.I in the Sky)

<http://www.epa.gov/epawaste/education/kids/games/index.htm>

Sort Mania

<http://www.epa.gov/osw/education/kids/games/bingame2/index.html>

Each PDF will be developed into a stand-alone, web-based interactive game/multimedia book that can be displayed on a computer monitor, standard tablet, or larger smart phone display, regardless of operating system.

The "Detective Training" games will be updated to fit the look and feel of the activities and content.

<u>DELIVERABLES</u>	<u>DUE DATE</u>
1. Web-based interactive games/multimedia book: Case of the Broken Loop	April, 2013

2. Web-based interactive games/multimedia book: Follow that Trail	April, 2013
3. Web-based interactive games/multimedia book: Planet Protectors Create Less Waste in the First Place	April, 2013
4. Updated "Detective Training" game: Hidden Hints	May, 2013
5. Updated "Detective Training" game: Materials Lineup	May, 2013
6. Updated "Detective Training" game: P.I in the Sky	May, 2013
7. 1) Create mobile applications and 2) create web-based landing page that has links to all these games, so that one can download the application onto their Apple, Android, or Windows phone, which will lead them to the web-based landing page and choose the web-based games to be played on mobile devices.	July, 2013

Task #3 - Stakeholder Outreach and Conference Support

The contractor shall provide planning and logistical support for up to two meetings or public events. Including helping EPA identify existing conferences to highlight our issues, or identifying local venues and potential speakers for an EPA organized event. Support may include developing presentation materials, creating and maintaining an invitation and RSVP list, and staffing a check-in desk the day of the event. EPA does not anticipate non-local travel or equipment rental costs.

Deliverables	Date
Planning and Logistics Support Paperwork	TBD
Presentation Material	TBD

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 001		3. EFFECTIVE DATE 11/01/2013		4. REQUISITION/PURCHASE REQ. NO.	
6. ISSUED BY SRRPOD US Environmental Protection Agency Superfund/RCRA Regional Procurement Operations 1200 Pennsylvania Ave, NW Washington DC 20460		CODE SRRPOD		5. PROJECT NO. (If applicable)	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) EASTERN RESEARCH GROUP, INC. 110 HARTWELL AVENUE LEXINGTON MA 024213136		(x)		9A. AMENDMENT OF SOLICITATION NO.	
				9B. DATED (SEE ITEM 11)	
		x		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-10-055 0066	
				10B. DATED (SEE ITEM 13) 10/31/2013	
CODE 112947395		FACILITY CODE			

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return 0 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 112947395

Task Order Title: Communications Outreach and Support

The purpose of this administrative modification is as follows:

(1) To correct the statement of work (SOW) date refeneced on page 2 of 9 of the original task order.

The date on page 2 of 9 shall correctly state October 24, 2013 instead of July 24, 2013.

All other terms and conditions remains unchanged and in full force and effect.

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Rayna Brown	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA (Signature of Contracting Officer)	16C. DATE SIGNED 11/01/2013

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

EP-W-10-055/0066/001

PAGE

OF

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NAME OF OFFEROR OR CONTRACTOR

EASTERN RESEARCH GROUP, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>TOPO: Sheretta Harris</p> <p>LIST OF CHANGES: Reason for Modification : Other Administrative Action</p> <p>Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center Mail Drop D143-02 109 TW Alexander Drive Durham NC 27711</p> <p>Period of Performance: 10/31/2013 to 09/30/2015</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 9	
2. AMENDMENT/MODIFICATION NO. 002		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO. PR-OSWER-14-00093	
6. ISSUED BY SRRPOD US Environmental Protection Agency Superfund/RCRA Regional Procurement Operations 1200 Pennsylvania Ave, NW Washington DC 20460		7. ADMINISTERED BY (If other than Item 6)		5. PROJECT NO. (If applicable)	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) EASTERN RESEARCH GROUP, INC. 110 HARTWELL AVENUE LEXINGTON MA 024213136		(x)		9A. AMENDMENT OF SOLICITATION NO.	
				9B. DATED (SEE ITEM 11)	
		x		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-10-055 0066	
				10B. DATED (SEE ITEM 13) 10/31/2013	
CODE 112947395		FACILITY CODE			

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required) Net Increase: \$64,899.00
See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE X	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A. FAR 52.243-3 Changes--Time and Materials or Labor Hours (SEP 2000) (definitized change)
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) By Mutual Agreement of the Parties

E. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 112947395

Task Order Title: Communications Outreach and Support

TOPO: Sheretta Harris

The purpose of this bilateral modification is to:

- 1) Incorporate the revised statement of work (6 pages) dated February 20, 2014;
- 2) Approve the Contractor's proposal dated February 28, 2014, in the amount of \$64,899.00;
- 3) Obligate funds in the amount of \$64,899.00;
- 4) Modify the obligation/funding ceiling; and
- 5) Modify the task order ceiling price.

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Rayna Brown	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. DATE SIGNED 03/23/2014	

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
EP-W-10-055/0066/002PAGE OF
2 9NAME OF OFFEROR OR CONTRACTOR
EASTERN RESEARCH GROUP, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>This action adds funding in the amount of \$64,899.00 to this task order and hereby increases the total obligated funding ceiling from \$111,084.00 to \$175,983.00, which the Contractor is not authorized to exceed. The Contractor exceeds this amount at their own risk. This task order is fully funded.</p> <p>The total ceiling price for this task order is hereby changed from \$111,084.00 to \$175,983.00.</p> <p>Contractor's Statement of Release:</p> <p>In consideration of the modification agreed to herein as a complete equitable adjustment for the Contractor's February 28, 2014, proposal which serves as a "proposal for adjustment," the Contractor hereby releases the Government from any and all liability under this contract for further equitable adjustments attributable to such facts or circumstances giving rise to the "proposal for adjustment."</p> <p>This is a non-severable task order.</p> <p>All other terms and conditions remain unchanged.</p> <p>LIST OF CHANGES:</p> <p>Reason for Modification : Supplemental Agreement for work within scope</p> <p>Total Amount for this Modification: \$64,899.00</p> <p>New Total Amount for this Version: \$175,983.00</p> <p>New Total Amount for this Award: \$175,983.00</p> <p>Obligated Amount for this Modification: \$64,899.00</p> <p>New Total Obligated Amount for this Award: \$175,983.00</p> <p>CHANGES FOR LINE ITEM NUMBER: 1</p> <p>Total Amount changed from \$111,084.00 to \$175,983.00</p> <p>Obligated Amount for this modification: \$64,899.00</p> <p>CHANGES FOR DELIVERY LOCATION: HPOD</p> <p>Amount changed from \$111,084.00 to \$175,983.00</p> <p>CHANGES FOR ACCOUNTING CODE:</p> <p>13-14-B-31C-302DA1-2585-1331CPP009-001</p> <p>Account code changed from 13-14-B-31C-302DA1-2585---1331CPP009-001 to 13-14-B-31C-302DA1-2585-1331CPP009-001</p> <p>NEW ACCOUNTING CODE ADDED:</p> <p>Continued ...</p>				

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

EP-W-10-055/0066/002

PAGE OF

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9

NAME OF OFFEROR OR CONTRACTOR

EASTERN RESEARCH GROUP, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Account code: 14-15-B-31C-302DA1-2585-1431CPP002-001 Beginning Fiscal Year 14 Ending Fiscal Year 15 Fund (Appropriation) B Budget Organization 31C Program (PRC) 302DA1 Budget (BOC) 2585 Job # (Site/Project) Cost Organization DCN-LineID 1431CPP002-001 Quantity: 0 Amount: \$64,899.00 Percent: 58.42336 Subject To Funding: N Payment Address:</p> <p>Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (D143-02) 109 TW Alexander Drive Durham NC 27711 FOB: Destination Period of Performance: 10/31/2013 to 09/30/2015</p>				

**Communications Outreach and Support
Amendment 1
February 20, 2014**

Background

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Detective Training (Hidden Hints, Material's Lineup, P.I in the Sky)

<http://www.epa.gov/epawaste/education/kids/games/index.htm>

Sort Mania

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Each PDF will be developed into a stand-alone, web-based interactive game/multimedia book that can be displayed on a computer monitor, standard tablet, or larger smart phone display, regardless of operating system.

The "Detective Training" games will be updated to fit the look and feel of the activities and content.

<u>DELIVERABLES</u>	<u>DUE DATE</u>
1. Web-based interactive games/multimedia book: Case of the Broken Loop	February 2014
2. Web-based interactive games/multimedia book: Follow that Trail	
3. Web-based interactive games/multimedia book: Planet Protectors Create Less Waste in the First Place	
4. Updated "Detective Training" game: Hidden Hints	February 2014
5. Updated "Detective Training" game: Materials Lineup	
6. Updated "Detective Training" game: P.I in the Sky	
7. 1) Create mobile applications and 2) create web-based landing page that has links to all these games, so that one can download the application onto their Apple, Android, or Windows phone, which will lead them to the web-based landing page and choose the web-based games to be played on mobile devices.	February 2014

Task #3 - Stakeholder Outreach and Conference Support

The contractor shall provide planning and logistical support for up to two meetings or public events. Including helping EPA identify existing conferences to highlight our issues, or identifying local venues and potential speakers for an EPA organized event. Support may include developing presentation materials, creating and maintaining an invitation and RSVP list, and staffing a check-in desk the day of the event. EPA does not anticipate non-local travel or equipment rental costs.

Deliverables	Date
Planning and Logistics Support Paperwork	TBD
Presentation Material	TBD

TASK 4: Mobile Pages, Web Applications, & 30 Second Vine Videos

When directed by the COR, the vendor may be asked to develop mobile versions of existing pages, applications such as smart phone apps or java-based web widgets for Drupal, or short educational web videos, i.e., Vine Videos. These must comply with EPA web standards, including 508 accessibility requirements which require closed captioning of videos. The intent is to present somewhat technical topics in a manner understandable and accessible to wider non-technical audiences. The COR will provide technical direction on specific topics for development of mobile pages, applications, or videos. This task will include developing 30 second PSA scripts, and Vine video concepts.

<u>DELIVERABLES ()</u>	<u>DUE DATE</u>
1) Kick-off meeting	TBD
2) Creation of 1-5 mobile pages and or 15 web widgets.	TBD
3) Development of one 30 second PSA script, and 1-5 minute Vine videos.	TBD

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 003		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO. PR-OSWER-14-00093	
5. PROJECT NO. (If applicable)		6. ISSUED BY SRRPOD US Environmental Protection Agency Superfund/RCRA Regional Procurement Operations 1200 Pennsylvania Ave, NW Washington DC 20460		7. ADMINISTERED BY (If other than Item 6)	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) EASTERN RESEARCH GROUP, INC. 110 HARTWELL AVENUE LEXINGTON MA 024213136		(x)		9A. AMENDMENT OF SOLICITATION NO.	
CODE 112947395		FACILITY CODE		9B. DATED (SEE ITEM 11)	
		x		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-10-055 0066	
				10B. DATED (SEE ITEM 13) 10/31/2013	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE X	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A. FAR 52.243-3 Changes--Time and Materials or Labor Hours (SEP 2000) (definitized change)
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 112947395

Task Order Title: Communications Outreach and Support

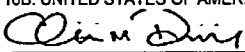
TOCOR: Sheretta Harris Max Expire Date: 02/29/2016

The purpose of this modification is to issue a no-cost extension to the period of performance of this Task Order to finish carrying out deliverables ordered under the current statement of work. The new period of performance end date is now February 29, 2016. The total estimated price ceiling of this Task Order remains at \$175,983.00. This Task Order is fully funded. The contractor shall not work beyond this point. All other terms and conditions remain the same.

LIST OF CHANGES:

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Christie M. Deskiewicz	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED 09/30/2015

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
EP-W-10-055/0066/003PAGE OF
2 2NAME OF OFFEROR OR CONTRACTOR
EASTERN RESEARCH GROUP, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Reason for Modification : Supplemental Agreement for work within scope Period Of Performance End Date changed from 30-SEP-15 to 29-FEB-16</p> <p>Maximum Potential Expiration Date changed to : 02/29/2016</p> <p>Delivery Location Code: HPOD HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 USA</p> <p>Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (D143-02) 109 TW Alexander Drive Durham NC 27711</p> <p>FOB: Destination Period of Performance: 10/31/2013 to 02/29/2016</p>				

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 004		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO.	
6. ISSUED BY SRRPOD US Environmental Protection Agency Superfund/RCRA Regional Procurement Operations 1200 Pennsylvania Ave, NW Washington DC 20460		CODE SRRPOD		5. PROJECT NO. (If applicable)	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) EASTERN RESEARCH GROUP, INC. 110 HARTWELL AVENUE LEXINGTON MA 024213136		(x)		9A. AMENDMENT OF SOLICITATION NO.	
CODE 112947395		FACILITY CODE		9B. DATED (SEE ITEM 11)	
		x		10A. MODIFICATION OF CONTRACT/ORDER NO. EP-W-10-055 0066	
				10B. DATED (SEE ITEM 13) 10/31/2013	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE X	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A. FAR 52.243-3 Changes--Time and Materials or Labor Hours; B.3 Period of the Contract
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not. ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 112947395

Task Order Title: Communications Outreach and Support

TOCOR: Sheretta Harris Max Expire Date: 05/31/2016

The purpose of this modification is to extend the period of performance of this Task Order through May 31, 2016 at no cost. All other terms and conditions remain the same.

LIST OF CHANGES:

Reason for Modification : Change Order

Period Of Performance End Date changed from 29-FEB-16 to 31-MAY-16

Maximum Potential Expiration Date changed to : 05/31/2016

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Mark Heare	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA Mark Heare (Signature of Contracting Officer)	16C. DATE SIGNED 10/26/2016

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED
EP-W-10-055/0066/004PAGE OF
2 2NAME OF OFFEROR OR CONTRACTOR
EASTERN RESEARCH GROUP, INC.

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	Delivery Location Code: HPOD HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 USA Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (D143-02) 109 TW Alexander Drive Durham NC 27711 FOB: Destination Period of Performance: 10/31/2013 to 05/31/2016				